

**MINUTES OF PARISH COUNCIL MEETING HELD ON
MONDAY 28 SEPTEMBER 2009 AT 7.30pm IN THE VILLAGE HUT**

Present: Julie Collett (Chair)
Esther Munns
Sara Back
David Collett
Stephen Harrison
Sue Tyler
Clerk: Sue Brewer

Two members of the village were also present.

The meeting started at 7.40pm.

001.09 Julie welcomed everyone to the meeting and said that **apologies for absence** had been received from Cllr. Edward Watson.

002.09 **Declarations of Interest**

(a) Register of Interests: Julie reminded Councillors of the need to update their register of interests once a year.

(b) There was no declaration of personal and/or prejudicial interests in items on the agenda from Councillors.

003.09 **Minutes**

(a) Minutes of the Parish Council AGM held on 11.05.09 were approved and signed as an accurate record.

(b) Minutes of the Parish Council Planning Meeting held on 29.06.09 were approved and signed as an accurate record.

004.09 **Progress reports**

(a) Chair: (i) **Parking in Bridge Street:** Julie said she had spoken to Suffolk Coastal District Council who said nothing can be done unless a parked car is causing an obstruction, but they would consider a request for yellow lines in the road. After discussion it was agreed that the Clerk should write to the vehicle owner expressing the Council's concern that an accident could be caused by parking in the road.

(ii) **Bins in the road:** Julie said that SCDC had visited Bridge Street and written to an occupier saying that black bags will not be collected, bin lids must be closed and that bins must be removed from the road by the end of the day after the street collection.

(b) Clerk: had nothing to report.

(c) **New Village Hall Committee:** In Edward's absence Julie read a report from him as Committee Chair saying that a decision on the architect will be made in mid-October. Also that the 100 Club would start in October, raising £50 for the New Village Hall funds for every 100 tickets sold. And that £138 had been raised from donations for refreshments at the Huntingfield vs Cookpole Cricket match. Full report on file.

005.09 **Correspondence**

(a) Letter dated 26.05.09 from Suffolk Constabulary re Neighbourhood Watch asking if anyone in the village would like to volunteer as NW Co-ordinator? Julie will pass this request to the Editor of the Huntingfield Hare.

(b) Letter dated 16.07.09 from Suffolk County Council re Coastal Mobile Library and the later request that the mobile library would only reinstate its stop by the Arms if six people would commit to use it every other Monday at 3pm. Julie to pass this request to the Editor of the Hare.

(c) Letter from the East Anglian Daily Times asking the PC to send its minutes to them. Request declined.

(d) Letter 07.09.09 from Mr John Thompson requesting that approved PC Minutes be displayed on the PC noticeboard after the meeting at which they are approved. It was noted that the Clerk had responded to the effect that this will be covered at this meeting under Freedom of Information.

- 006.09 **Planning Matters:** the following planning decisions were noted.
(a) C09/0551 Clover Forge Farm, Huntingfield IP19 0QB. Granted with conditions.
(b) C09/0902 Corner Farmhouse, Huntingfield IP19 0LL. Granted with conditions.
- 007.09 **Finance**
(a) The following **payments made since the last meeting** were approved:
P. Cleveland for mower blades and bolts £34.60, Petty cash topup £80.00, SALC for clerk course £51.75 inc VAT and Sue Lucas for Hare expenses £56.60.
(b) The following **receipts since the last meeting** were approved: HMRC Vat refund £38.42, Millennium Green Trust share of mower costs £17.30, Heveningham Hall Country Fair for marquee hire £50.00, NALC bursary for clerk training £70.00 and Hare advertising £110.00.
(c) **Financial report from Clerk:** Sue B told the meeting that the balance of PC funds at 26.08.09 was £8531.13 in credit and that her projection to the end of the financial year 2010 was £8401.25 in credit. It was agreed that use of this underspend would be a point for consideration on the November Agenda.
(d) The **Parish Council Audit** for year ended 31 March 2009 was approved and accepted.
(e) The **Parish Council Financial Regulations** were agreed and adopted and it was agreed that they would be put on the November Agenda for further discussion.
(f) It was agreed that in future all expenses would be settled by cheque thus removing the need for a **petty cash float**.
- 008.09 The **Parish Council Records Management and Equal Opportunities policies** were agreed and adopted.
- 009.09 **Huntingfield Village Website.** Everyone applauded the work done by Edward, with the help of Helen Cannon, on the putative Huntingfield Village Website and it was agreed that this would be discussed further at the November meeting. The question of whether to also have a Huntingfield section on the www.onesuffolk.co.uk site will also be considered at the next meeting. It was also agreed that Stephen would transfer ownership of the www.huntingfield.org website to the Parish Council.
- 010.09 **Freedom of Information.** The Parish Council agreed to adopt the document entitled Information Available from Huntingfield Parish Council under the Model Publication Scheme. This publication scheme deals with questions raised by villagers at previous meetings.
- 011.09 **Grant from Heveningham Hall Country Fair Trust.** It was agreed that Julie should request funding from the Trust for a topographical survey and a tree survey, both of which are required to enable the Huntingfield New Village Hall project to proceed.
- 012.09 **Councillors' reports and items for future agenda:**
(a) Esther complained about the dreadful sewage smell in the village, saying she had learned from Anglian Water that the issue could not be addressed until the pump at Cratfield had been renewed. For discussion at the next Parish Council meeting.
(b) Julie said she had been contacted by Dave Cask about a new Community Bus route to include Huntingfield. After discussion Julie will reply that the PC thinks it is a good idea but not sure how much takeup there will be and could it be on a trial basis first? It will also go in the Hare.
(c) Julie told the meeting that the Firework Display at Heveningham Hall will be on Saturday 7 November.
(d) The question of having monthly Parish Council meetings was raised but this was not favoured.
(e) There was a discussion on the new style of Agenda and the fact that members of the public are only able to give their views or question the Parish Council prior to the start of the meeting. It was felt that this should be possible during and after the meeting as well, at the Chair's discretion.
- 013.09 Date of next meeting: Monday 9 November 2009

The meeting closed at 8.30pm.

Signed:

Date:

